

BIRKENHEAD COLLEGE

Minutes of the Meeting of the Board of Trustees held at Birkenhead College on Thursday, 27 June 2019

- 1. Present** T Dobbin (Chair), C Waller (Principal), T Brooksbank, S Beattie,
J Carr, R Nutter, Y Walus, M Darragh

Secretary Reneé Lubbe

A warm welcome was extended to the 3 new board members.
Mr Dobbin spoke about the various sub committees, namely Finance, Discipline,
Policy, Staffing and Property, and asked the trustees to consider which they would
like to serve on.

Nominations opened to elect a Chairman.
Mrs Brooksbank nominated Mr Dobbin and trustees seconded this.

Beattie / Walus

- 2. Apologies**
None.

3. Minutes of the previous meeting

The Minutes of the Meeting held on 23 May 2019 were accepted.

Brooksbank / Beattie

4. Matters Arising:

- The Ministry are assessing the costs to determine whether the sickbay toilet will be converted to a disabled access cubicle. There are currently 3 disabled toilets on the school grounds; S-block, learning support (R-block) and the sports centre.

5. Correspondence

- MOE: Resourcing Audit letter.
- Magazines: Tuketuku Korero; Education Gazette; STA News.
- NZSTA: Trustee workshops in term 3.
- PPTA Strike information.

6. Principal's Report

- The Principal's report was tabled, and Mr Waller spoke to some items.
- This year 4 to 5 teachers are being paid under Bulk Grant, as the school is slightly overstaffed. Income from the International Student department helps to fund these salaries.

- Fees for Decile 1-7 schools will be covered by the government. Field trips fall under a grey area, as it is debateable whether these trips are part of the curriculum or optional. Income could increase about \$40K if Birkenhead College goes ahead with the government funded option rather than invoicing students. A date is not yet confirmed.
- Subject fees remain as is.
- Ms K Fraser is the new truancy officer for Years 9-12. Truancy officers don't get involved with students over the age of 16.
- BYOD is going well. The library may be short of about 10 devices.
- Roofing on H-block to start during the school break. Interior improvements so far look great.
- There are about 2 years remaining under the current 5YA.
- Landscaping funded by a grant from the Birkenhead Licencing Trust, is due to start in the school break.
- There are approximately 70 more Year 7 students at Birkdale Intermediate than last year. The open evening will be advertised, and the aim is that more articles about our school and students will be published in magazines like Channel. Positive points of difference for Birkenhead College, is our Robotics group, Police Course and the direction that our music department is going in.
- The International Student department is doing well. New students arrive at the start of Term 3. A trip to attend fairs in Japan is planned for later this year. Consideration is also being given to market in South America.
- The local COL is going well and the networking with surrounding schools has been positive. COL funding may run out after 2 years.
- PSG is holding a quiz night on Friday, 23 August.
- A new quad bike is needed. The school can purchase a good second-hand quad bike for \$5,000.

RESOLUTION: The Board has agreed to the purchase of the second-hand Suzuki LTF300 2001 quad bike for \$5,000.

Brooksbank / Beattie

7. Committee Reports

Finance:

The Budget and Finance Report was tabled.

- May resulted in a deficit of \$79,530.
- The Year-to-date surplus was \$181K.
- Projected year-end Working Capital as at 31 December 2019 was \$74,702.

Property:

- Mr McKissock is in the new role Director of Property and Systems and is doing a great job. Until a formal Property sub committee is established, Mr Waller will cover property with Mr McKissock.

8. Student Representative's Report was tabled.

- Pink Shirt day was not celebrated, but an anti-bullying day was run instead.
- The school ball planning is on track.

9. Staff Representative's Report:

- Teachers are pleased that the strikes are over.
- This is a busy time of year.

10. General Business

11. Date of next Board Meeting: Thursday, 25 July 2019.